

**Approval of May 1, 2003 Minutes**  
**ADMINISTRATION COMMITTEE ATTACHMENT #3.1**  
**Thursday, June 5, 2003**

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**  
**Administration Committee Minutes**  
**May 1, 2003**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Administration Committee held its meeting at the SCAG Offices, 818 W. 7<sup>th</sup> Street, 12<sup>th</sup> Floor, Los Angeles, CA 90017.

**1.0     CALL TO ORDER**

Chairman Richard Dixon called the meeting to order at 9:08 a.m.

**Committee Members Present:**

|                             |                       |
|-----------------------------|-----------------------|
| Councilmember Ron Bates     | City of Los Alamitos  |
| Councilmember Hal Bernson   | City of Los Angeles   |
| Mayor Richard Dixon         | City of Lake Forest   |
| Mayor Lee Ann Garcia        | City of Grand Terrace |
| Supervisor Hank Kuiper      | County of Imperial    |
| Supervisor Judy Mikels      | County of Ventura     |
| Mayor Ron Roberts           | City of Temecula      |
| Supervisor Charles V. Smith | County of Orange      |
| Councilmember Sidney Tyler  | City of Pasadena      |
| Councilmember Toni Young    | City of Port Hueneme  |

**Committee Members Absent:**

|                           |                          |
|---------------------------|--------------------------|
| Mayor William Alexander   | City of Rancho Cucamonga |
| Councilmember Janice Hahn | City of Los Angeles      |
| Mayor Ron Loveridge       | City of Riverside        |
| Mayor Bev Perry           | City of Brea             |
| Mayor Pro Tem Bea Proo    | City of Pico Rivera      |

**Staff Present:**

|             |                         |
|-------------|-------------------------|
| Bert Becker | Chief Financial Officer |
| Ed Paul     | Internal Auditor        |

**Others Present:**

|                    |                                       |
|--------------------|---------------------------------------|
| Jeff Lustgarten    | Cerrell                               |
| Ed Jones           | SCAG Liaison                          |
| Phyllis Winger     | City of LA/Councilman Bernson's Staff |
| Zahi Faranesh      | SCAG                                  |
| Jeff Davis         | Caltrans                              |
| David Sosa         | Caltrans                              |
| Catherine McMillan | CVAG                                  |

## **2.0 PUBLIC COMMENT PERIOD**

None

## **3.0 CONSENT CALENDAR**

The Consent Calendar was MOVED (Supervisor Judy Mikels), SECONDED (Mayor Ron Bates), and UNANIMOUSLY APPROVED.

### **3.1 Approval Items**

#### **3.1.1 Minutes of the April 3, 2003 Meeting**

#### **3.1.2 Approval of Contracts**

- Environmental Science Associates

#### **Contract Amendment**

- Aerial Information Systems

#### **Software License Renewal**

- Thomas Brothers

#### **3.1.3 Authorization to Execute MOU with OCTA, SCRRA, SANBAG and RCTC for Regional Transportation Model Improvement Program**

#### **3.1.4 Authorization to Apply for Funding Assistance Through the Travel Model Improvement Program (TMIP) Peer Review Program**

#### **3.1.5 Approval of co-sponsorship of UCLA Arrowhead Symposium**

### **3.2 Receive & File**

#### **3.2.1 Conflict of Interest Listing (Info Only) RC Attachment**

#### **3.2.2 2003/2004 Legislative Summaries**

## **4.0 ACTION ITEMS**

### **4.1 Administration Committee Report**

#### **4.1.1 Approval of Final FY 2003-2004 OWP**

This items was MOVED (Councilmember Toni Young), SECONDED (Supervisor Hank Kuiper) and UNANIMOUSLY APPROVED.

4.1.2 Authorization to Enter Into an Agreement With LA County Community and Senior Services Department for Implementation of the Transportation Information Project

- This item was MOVED (Supervisor Judy Mikels), SECONDED (Councilmember Toni Young) and UNANIMOUSLY APPROVED.

**5.0 INFORMATION ITEMS**

5.1 Monthly Financial Report

Bert Becker informed the committee that the external audit for SCAG is almost complete. The Audit, Management Letter, and Single Audit Report will be presented to the Audit/Best Practices Committee on May 28, 2003 and then presented to the Administration Committee at the June 5, 2003 meeting.

5.2 Impact of Delayed State Budget on Contracts

Samir Mehta, Manager of Contracts informed the committee that if there is a State budget impasse, contractors may continue work on a voluntary basis and will not be able to submit any invoices until the Governor signs the budget.

Don Rhodes informed the committee that SCAG has worked with CALCOG, Caltrans Finance, State Department of Finance, and SCAG's new State lobbyist to create language which, has been presented to the Legislative Council's office. This language would amend an existing bill, an emergency measure that would provide that if the State Budget is not approved by July 1, CPG money would continue to flow through to MPO's under certain conditions.

**6.0 FUTURE AGENDA ITEMS**

Chairman Richard Dixon requested that a SCAG policy regarding Technical Committees voting process be brought back to the next meeting.

**7.0 ANNOUNCEMENTS**

None

**8.0 ADJOURNMENT**

Chairman Richard Dixon adjourned the meeting at 9:32 a.m.

  
Bert Becker, Chief Financial Officer  
Staff to the Administration Committee